

## WHAT IS CLAIMED IS:

1. A method for processing and tracking requests for leave under the Family Medical Leave Act (FMLA) using a system configured with at least one server which includes an employee FMLA database, the system including at least one client system networked to the servers, said method comprising the steps of:

5                   uploading an initial FMLA leave request form;  
  
                      downloading a conditional approval to the employee;  
  
                      downloading the conditional approval and a medical certification form  
to a named medical provider;  
  
                      uploading a completed medical certification form for storage in the  
10   FMLA database;  
  
                      checking the completed medical provider form for a recommendation  
from a medical care provider; and  
  
                      downloading a final approval or disapproval to the employee.

15                  2. A method according to Claim 1 further comprising the step of  
tracking employee leaves, leave requests, and leave time remaining for employees  
under the FMLA.

                      3. A method according to Claim 1 wherein said step of uploading  
an initial FMLA leave request form further comprises the step of uploading employee  
personal data and employee company data.

20                  4. A method according to Claim 1 wherein said step of uploading  
an initial FMLA leave request form further comprises the step of uploading a reason  
for the requested medical leave.

25                  5. A method according to Claim 1 wherein said step of uploading  
an initial FMLA leave request form further comprises the step of uploading a type of  
medical leave requested.

6. A method according to Claim 1 wherein said step of uploading an initial FMLA leave request form further comprises the step of completing the form on the requesting employees behalf.

7. A method according to Claim 1 wherein said step of uploading a completed medical certification form further comprises the step of uploading a reason for the requested medical leave.

8. A method according to Claim 7 wherein said step of uploading a reason for the requested medical leave further comprises the step of uploading a type of medical leave deemed appropriate by a medical care provider.

9. A method according to Claim 1 wherein said step of uploading a completed medical certification form further comprises the step of uploading medical care provider recommended dates and times for a leave.

10. A method according to Claim 1 wherein said step of uploading a completed medical certification form further comprises the step of uploading a signature stamp of a medical care provider.

11. A method according to Claim 1 wherein said step of uploading an initial FMLA leave request form further comprises the step of accepting FMLA leave request information over a telephone by at least one of a voice responsive system where a user enters spoken FMLA information and a menu system where a user enters requested FMLA information using the touch keys of a telephone.

12. A method according to Claim 1 wherein said step of uploading a completed medical certification form further comprises the step of accepting FMLA information over a telephone by at least one of a voice responsive system where a medical care provider enters spoken FMLA recommendation information and a menu system where a medical care provider enters an FMLA recommendation using the touch keys of a telephone.

13. A system for facilitating processing and tracking of requests under the Family Medical Leave Act (FMLA), said system comprising:

at least one computer;

at least one server further comprising:

an employee FMLA request database; and

a plurality of FMLA forms designed to accept data relating to a request for a leave under the FMLA;

a network connecting said servers to said computers; and

a user interface allowing a requester to download said forms and input data relating to a request for a leave under the FMLA.

14. A system according to Claim 13 wherein said servers and said computers are configured to allow the requester to submit the leave request via the Internet.

15. A system according to Claim 13 wherein said servers and said computers are configured to allow the requester to submit the leave request via an Intranet.

16. A system according to Claim 13 wherein said network is one of a wide area network and a local area network.

17. A system according to Claim 13 wherein at least one of said servers is further configured to track employee leaves, leave requests, and leave time remaining for employees under the FMLA.

18. A system according to Claim 13 wherein at least one of said servers is further configured to upload and store in said database employee leave requests.

19. A system according to Claim 18 wherein at least one of said servers is further configured to upload and store employee personal data and employee company data.

20. A system according to Claim 18 wherein at least one of said servers is further configured to upload and store a reason for the requested medical leave.

21. A system according to Claim 18 wherein at least one of said servers is further configured to upload and store a type of medical leave requested.

22. A system according to Claim 18 wherein at least one of said servers is further configured to allow a third person to upload a leave request form on the requesting employees behalf.

5 23. A system according to Claim 13 wherein at least one of said servers is further configured to upload a completed medical certification form.

24. A system according to Claim 23 wherein at least one of said servers is further configured to upload a reason for the requested medical leave.

10 25. A system according to Claim 24 wherein at least one of said servers is further configured to upload a type of medical leave deemed appropriate by a medical care provider.

26. A system according to Claim 23 wherein at least one of said servers is further configured to upload medical care provider recommended dates and times for a leave.

15 27. A system according to Claim 23 wherein at least one of said servers is further configured to upload a signature stamp of a medical care provider.

28. A system according to Claim 13 wherein at least one of said servers is configured to download a medical certification form to a named medical care provider.

20 29. A system according to Claim 13 wherein at least one of said servers is configured to send to an employee at least one of a conditional approval and a medical certification form to an employee requesting leave.

25 30. A system according to Claim 13 wherein at least one of said servers is configured to accept FMLA leave request information over a telephone by at least one of a voice responsive system where a user enters spoken FMLA information and a menu system where a user enters requested FMLA information using the touch keys of a telephone.

31. A system according to Claim 13 wherein at least one of said servers is configured to accept FMLA information over a telephone by at least one of a voice responsive system where a medical care provider enters spoken FMLA

recommendation information and a menu system where a medical care provider enters an FMLA recommendation using the touch keys of a telephone.

32. A method for determining if an employee is entitled to leave under the Family Medical Leave Act (FMLA), said method comprising the steps of:

5 forwarding a conditional approval and a medical certification form to the employee;

upon receipt of the completed medical provider form, reviewing the form for a recommendation from a medical care provider; and

forwarding a final approval or disapproval to the employee.

10 33. A method according to Claim 32 wherein said step of forwarding a conditional approval to the employee further comprises the step of tracking employee leaves, leave requests and verifying the employee has remaining FMLA leave time.

15 34. A method according to Claim 32 further comprising the step of forwarding the medical certification form to a medical care provider.

35. A method for requesting leave from an employer under the Family Medical Leave Act (FMLA), said method comprising the steps of:

submitting an initial FMLA leave request form with the employer;

providing a medical certification form to a medical care provider; and

20 reviewing a final approval or disapproval from the employer.

36. Apparatus for processing and tracking of requests under the Family Medical Leave Act (FMLA), comprising:

means for storing a plurality of FMLA forms;

25 means for allowing a requester to download said forms and input data relating to a request for a leave under the FMLA; and

means for storing employee FMLA requests.

37. Apparatus according to Claim 36 wherein said means for storing a plurality of FMLA forms and said means for storing employee FMLA requests comprises at least one server.

5 38. Apparatus according to Claim 37 wherein said servers is further configured to track employee leaves, leave requests, and leave time remaining for employees under the FMLA.

39. Apparatus according to Claim 36 further comprising a network coupled to said FMLA forms storing means, said employee FMLA request storing means, and said means for allowing a request to download said forms and input data.

10 40. A computer readable medium, comprising:  
a plurality of FMLA forms;  
a record of employee FMLA requests; and  
a record of whether said employee FMLA requests have been approved or denied.

15 41. A computer readable medium according to Claim 40 further comprising employee personal data and employee company data.

42. A computer readable medium according to Claim 40 further comprising a record of a reason for the requested medical leave.

20 43. A computer readable medium according to Claim 40 further comprising a record of completed medical certification forms.